

## BOARD OF SELECTMEN – SEPTEMBER 24, 2012

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### **I. Call to Order/Roll Call**

Chairman Paul Salafia called the Regular meeting of the Board of Selectmen to order at 7:07 P.M. in the Selectmen's Conference Room at the Town Offices. Present were: Chairman Salafia-Y and Selectmen Alex Vispoli-Y, Brian Major-Y, Mary Lyman-Y, and Dan Kowalski-Y. Also present: Town Manager Buzz Stapczynski. The meeting was duly posted and cable-cast live.

### **II. Opening Ceremonies**

Chairman Salafia asked for a Moment of Silence followed by the Pledge of Allegiance.

### **III. Communications/Announcements/Liaisons**

The Town Manager made the following announcements:

~ Recognition and thanks to Veterans Services Director Michael Burke and members of the Patriotic Holiday Committee for the outstanding ceremony in observance of September 11<sup>th</sup>.

~ The public is invited to attend the Groundbreaking Ceremony for the new Bancroft School to be held on Thursday, October 4<sup>th</sup> at Noon. Parking is limited so attendees are encouraged to park at the Phillips Academy Skate Rink and take the free shuttle bus to the school.

~ Responses to the 2012 Citizen Survey have been coming in by mail and online.

~ Mosquito activity in the area is being addressed. The fields at AHS and WMS were sprayed last Monday although they have not cancelled or restricted night activities. The State said the risk is still moderate.

~ Human Resources Director Candace Hall was awarded the Massachusetts Municipal Personnel Association's Emil S. Skop Award for her professional service and outstanding contributions to the field of municipal human resources management. He offered his congratulations to Candace and her staff.

~ CIP requests are being submitted by Department Heads for presentation on November 15<sup>th</sup> followed by the CIP Public Hearing on November 19<sup>h</sup>. The Tax Classification Public Hearing will be held on Monday, November 5<sup>th</sup> with a vote by the Board on Monday, November 19<sup>th</sup>.

Selectman Lyman spoke with the School Department about the use of their facilities by DCS, Youth Services, in addition to other requests for use of space and is pursuing issues that still need to be addressed. Selectman Lyman also reported The Town Accountant will follow-up on his goals with the Board's sub-committee (Lyman and Kowalski).

Selectman Major recognized and thanked former Selectman Ted Teichert and his team for their efforts in organizing Andover Day which was once again an outstanding success. In addition, he recognized Bill Sousa and Karl Grygiel from the Andover Soccer Association who accompanied 600 kids and their parents to the Revolution Soccer Game in Foxboro – it was a great community event. He also recognized his nephew, Ethan Major, a paramedic with a medivac unit in New Hampshire, who will be deploying to Afghanistan for a one year tour of duty. He reported on the progress of the Ballardvale Fire Station Subcommittee who is in the process of conducting a minor design study

(cost and features) as well as a location study to clarify some information. Once completed, they will present their findings to the Board. Selectman Vispoli suggested the Board meet to review the process beforehand.

Selectman Kowalski said he would like CIP requests from the Department Heads to identify issues that are truly health and safety related and to prioritize according to the parameters established.

Chairman Salafia also thanked everyone involved in the Andover Day Celebration. He noted it was estimated that approximately 10,000 people attended. Andover Day supports our downtown businesses and the Town. The one negative that they heard about was the tagging and ticketing of cars. Chairman Salafia attended a recent meeting of the Recycling Committee and they expressed an interest in speaking with the Board about a recycling area at Town Yard.

## **VI. Citizens Petitions & Presentations**

Representatives of AVIS (Andover Village Improvement Society) Michael Kinko, 6 Berkley Lane, and David Doub, 36 Hidden Road, gave a presentation regarding the Truss Bridge and Rec Path in Ballardvale where the beginning of the trailhead is located at the end of the train station parking lot. Mr. Daub distributed a handout of the first completed segment to connect all trails between Ballardvale and Andover Street; there are three Town entities involved – AVIS, the Conservation Commission and the DPW (for a wellhead). The opportunity to upgrade the existing system and what would be required to do that was discussed. AVIS will be responsible for the complete maintenance of the trail. Relocation of the trailhead in Ballardvale creates a more refined greenway with nearly two miles of a fairly level straight trail through the woods to the open fields towards Central Street. They will be installing signs at the trailhead and would like four free parking spaces for a four-hour minimum which requires permission from the MBTA. Dedication of the trail will take place on November 3<sup>rd</sup> at 2:00 P.M. at the trailhead located by the Ballardvale Train Station and the Board of Selectmen are invited to attend.

Alternatives for parking at the Central Street outlet are being investigating with Safety Officer Edgerly, one of which would provide access to the trail in the Horn Bridge area by installing a footbridge to Abbott Bridge Drive avoiding the Horn Bridge underpass, a permit would be required to do this. The cost to build three access bridges is approximately \$20,000 per bridge with funds to be privately and publicly raised. They are asking the Board's position on where and how to continue the trail extension options. The Town Manager suggested they speak with Conservation Director Bob Douglas and then come back to the Board with a working solution.

John Pasquale, 47B Whittier Street, said he commends the celebrations held downtown and in The Park (Clown Town, Flea Market, Andover Day) but The Park should be cleaned up and left as it was found after each event. In regards to the article in the *Andover Townsman* regarding funding of pensions, he would like to see more progress made and asked how this issue is being addressed. Selectman Vispoli replied that OPEB will continue to be funded through the Budget as it has been over the last four years and

as voted at Town Meeting and that this is a big issue which will be part of the discussion at the Tri-Board Meeting on December 3<sup>rd</sup>.

**V. Public Hearing:**

**A. Columbia Gas of Massachusetts – Continued from September 10, 2012**

Chairman Salafia read the request of Columbia Gas of Massachusetts who is asking for permission to excavate in the following public ways for the purpose of replacing and/or extending its gas mains: Replace approximately 1,182 feet of existing 4 inch medium pressure cast iron gas main on Chestnut Street with 2 inch high pressure HDPE and install a 45-foot road crossing at Sherry Drive. This work is being done due to the condition of the existing main. The approximate location is shown on Plan #3122012-D dated 3/21/12. The request has been reviewed and approved by the Department of Public Works with the condition that a street opening permit must be obtained from the DPW prior to the commencement of any construction.

The Town Manager reported there have been 18 cuts from #135 to #151 Chestnut Street and the general condition of the road is in good shape. Acting DPW Director Chris Cronin recommended the road be brought up to a better standard than it is in now. Selectman Lyman noted there are a lot of cuts at the upper end of Chestnut Street.

Selectman Vispoli motioned to adopt as a policy that roads are to be structurally sound after alterations and to re-affirm the Board's policy that the final repair be acceptable by the Highway Department. The motion was seconded by Selectman Major and voted 5-0 to approve.

On a motion by Selectman Major and seconded by Selectman Lyman, the Board voted 5-0 to approve the request of the Gas Company as presented.

**B. Columbia Gas of Massachusetts**

Selectman Major motioned to approve the request of Columbia Gas of Massachusetts for permission to excavate in the following public way for the purpose of replacing and/or extending its gas mains: Replace the gas main on William Street with a proposed 520 feet of 4 inch plastic, low pressure gas main. The project is a continuation from William Street at Poor Street. The approximate location is shown on Plan #L12C6008 dated 9/7/12.

The request has been reviewed and approved by the Department of Public Works with the condition that a street opening permit must be obtained from the DPW prior to the commencement of any construction. The motion was seconded by Selectman Vispoli and voted 5-0 to approve.

**VI. Regular Business of the Board**

**A. Acceptance of Gift from American Legion Andover Post #8**

On a motion by Selectman Lyman and seconded by Selectman Vispoli, the Board unanimously voted to accept a gift from the American Legion Andover Post #8 in the amount of \$2,995 for a bench to be placed in the Spring Grove Cemetery as part of the Veterans area.

**B. FY-13 State Aid**

The Town Manager reported that after the House and Senate deliberated on the FY-13 State Aid, Andover received \$714,000 more than anticipated. The Town Manager recommends the additional funds be used to reduce money taken by taxation by \$714,000.

**C. Town Yard Continued Work Session**

The Board continued the Work Session discussion on the Town Yard and Acting Plant and Facilities Director Maria Maggio presented a display using paper modules showing what the Town Yard would look like at the current location using the largest footprint allowable (50,000 sq. ft). The module shows a two story garage to be built into the hill. Chairman Salafia would highly consider this as a potential site for the new Town Yard and suggests they consider the value of the site and its alternatives. Selectman Major asked if they build on this site, what they would do with the current operations during construction, how would they accomplish this and they need to factor in the cost of relocating services during construction. Ms. Maggio said it would only be a nine to ten month project. Chairman Salafia also asked about a viable land swap and if there is one, it should be considered. Selectman Lyman said toxic waste should be part of the conversation.

The next step in the process is to put out an RFP. The Board will provide input and evaluation criteria. The goal of the RFP will be to solicit private parcels to build the Town Yard. Ms. Maggio provided copies of RFPs to the Board and reminded them it is important to really identify what is of importance. They will pull the data on sites 2-3 miles outside of the center of town and conduct a cost analysis as needed. The next Work Session will be held on October 1<sup>st</sup>.

**D. FY-13 Board of Selectmen and Town Manager Goals Work Session**

An initial Work Session discussion was held on the Selectmen and Town Manager's FY-13 goals. Selectman Vispoli suggested there be two discussions – one for goals and one for compensation, that financial percentages be decided upon after the goals are set and not to pre-load the compensation to the goals. More clarity is needed on the wording of the expectation of the goals.

Chairman Salafia said the Board, as Town leaders, should work collaboratively on the goals. It was decided that each Selectman submit their goals to the Chairman who will then group and structure them. The Town Manager was asked to identify and bring forward Department level goals.

Selectman Major asked the members to consider items they want to focus on and suggested the following as a guide:

1. Budget Goal from an operating perspective (Free Cash)
2. Budget Goal from a long-term perspective
3. Budget Goal for construction from existing perspective (i.e. Bancroft School)
4. Budget Goal for future construction perspective (i.e. Shawsheen Pre-School)

5. Process Improvement
6. Community Goals (i.e. EDC)

Selectman Major will construct a template and send to each Board member to submit their ideas for goals to the Chair who will compile the information and discuss at the next meeting on October 1<sup>st</sup>.

E. Future Meeting Dates

The Board agreed to change a future meeting date for January, 2013 from January 21<sup>st</sup> (Martin Luther King Day) to January 28<sup>th</sup>.

F. Trick-or-Treat

Selectman Vispoli motioned for the Board to set the date for Trick-or-Treat in Andover as Wednesday, October 31, 2012 from 5:00 P.M. to 7:00 P.M. as recommended by the Police Department. The motion was seconded by Selectman Kowalski and voted 5-0 to approve.

**VII. Consent Agenda**

A. "Fill the Boot" Campaign

Selectman Major motioned to approve the request of Firefighter Brian Wright, Muscular Dystrophy Association representative for Andover Fire Rescue for permission to conduct the MDA "Fill the Boot" campaign on Main Street in the downtown area on Friday, October 5, 2012 and Saturday, October 6, 2012 from 8:00 A.M. to 5:00 P.M. The request has been reviewed by the Police Department with no recommendation given. The motion was seconded by Selectman Kowalski and voted 5-0 to approve.

B. Block Party Requests

Selectman Vispoli motioned to approve the request of Renee Poor, 4 Arundel Street, for permission to block her street for a neighborhood block party on Saturday, September 29, 2012 from 2:00 P.M. to 7:00 P.M. (raindate – Sunday, September 30, 2012). The motion was seconded by Selectman Major and voted 5-0 to approve.

Selectman Lyman motioned to approve the request of Margaret Sukiennik, 9 Whittemore Terrace for permission to conduct a neighborhood block party in the street's cul-de-sac on Saturday, September 29, 2012 from 1:00 P.M. to 6:00 P.M. (raindate – Sunday, September 30, 2012). The motion was seconded by Selectman Major and voted 5-0 to approve. Both requests have been reviewed and approved with conditions by the Police Department.

C. Road Race Request

Selectman Major motioned to approve the request of Bill Pennington, 46 Clark Road, is requesting permission to conduct the annual "Run for the Troops" 5K Road Race through the streets of Andover on Sunday, April 7, 2013 beginning at 9:00 A.M. from The Park. The request has been reviewed and approved with conditions by the Police Department. The motion was seconded by Selectman Vispoli and voted 5-0 to approve.

D. Appointments and Re-appointments

On a motion by Selectman Kowalski and seconded Selectman Major, the Board voted 5-0 to approve the following appointments presented by the Town Manager:

DEPARTMENT	POSITION	RATE	EFF. DATE
<u>FIRE RESCUE</u>			
Kyle P. Murphy	Acting Lieutenant (v. W. Loehr)	6744-1-2/\$80,303	9/9/12
<u>POLICE DEPARTMENT</u>			
Matthew T. Goodale	Patrolman (v. W. MacKenzie)	P500-1-1/\$47,483	9/23/12
Owen J. Fitzpatrick	Patrolman (v. J. D'Ambrosio)	P500-1-0/\$47,483	9/23/12
Michael C. Anderson	Patrolman (v. P. Robb)	P500-1-0/\$47,483	9/23/12
<u>MEMORIAL HALL LIBRARY</u>			
Ashley Richmond	Page – PT (v. C. Nunez)	L1/1/\$8.00/hr.	9/22/12
<u>COMMUNITY SERVICES</u>			
Sara G. Adams	Office Assistant – PT (v. K. Moccia)	\$8.00/hr.	9/24/12

COUNCIL ON AGING – Term expires 6/30/15  
Joseph T. Ponti (v. V. Cottone)

#### **VIII. Approval of Minutes from Previous Meetings**

Selectman Lyman motioned to approve the Regular Meeting Minutes of September 10, 2012 as presented. The motion was seconded by Selectman Major and voted 5-0 to approve.

#### **IX. Executive Session**

Chairman Salafia called the Executive Session to order at 9:40 P.M. in the Board of Selectman's Conference Room in the Town Offices. On a motion by Selectman Major and seconded by Selectman Kowalski, the Board voted 5-0 to enter into Executive Session to vote on the content of Executive Session Minutes received for 2010 & 2011 and not to return to Open Session. Roll call: Chairman Salafia-Y and Selectmen Mary Lyman-Y, Dan Kowalski-Y, Alex Vispoli-Y and Brian Major-Y.

#### **X. Adjournment**

At 9:47 P.M. on a motion duly made and seconded, the Board voted 5-0 to adjourn from Executive Session. Roll call: Chairman Salafia-Y and Selectmen Mary Lyman-Y, Dan Kowalski-Y, Brian Major-Y, Alex Vispoli-Y.

Respectfully submitted,

Dee DeLorenzo, Recorder

Documents: Public Hearing Notice – Columbia Gas of Massachusetts  
Vale Trail Greenway – AVIS  
Minutes: September 10, 2012